

**Minutes**  
**Historic District Commission Meeting**  
**Monday, February 23, 2015**  
**Town Hall Meeting Room, Old Town Road**  
**7:00pm**

**Present:** Members: Chair William Penn, Vice Chair Martha Ball, Claire McQueeny, and Mark Vaillancourt.  
**Absent:** W. Douglas Gilpin, Jr., Dennis Riordan, and Michael Ballard. Teresa Chmiel, Administrative Assistant was present for the recording of the minutes.

**Call to Order**

Chair William Penn called the meeting to order at 7:00pm.

Mr. Penn made a motion, seconded by Ms. McQueeny to amend the agenda to include under New Business discussion of a deteriorate building known as the “Ocean Press” located on Chapel Street between Island Manor and St. Andrew’s Church.

4 Ayes (Penn, Ball, McQueeny, and Vaillancourt)  
3 Absent (Gilpin, Riordan, and Ballard)

0 Nays

**Matters from the Public not on the Agenda**

No public comment at this time.

**Approval of November 18, 2013, July 22, 2014, September 12, 2014 and December 15, 2014**

Mr. Penn made a motion, seconded by Ms. McQueeny to approve the minutes of November 18, 2013, July 22, 2014, September 12, 2014 and December 15, 2014. A correction was made to the November 18, 2013 meetings, under the application Coastal Resorts Holdings, to include additional wording of “at least for 55 years”.

4 Ayes (Penn, Ball, McQueeny, and Vaillancourt)  
3 Absent (Gilpin, Riordan, and Ballard)

0 Nays

**Final:**

**AAP on the Block LLC. Plat 6, Lot 3-2.** Application by Poor People’s Pub Block Island, Inc. to enclose a walk-in cooler.

Ross Audino owner of Poor People’s Pub Block Island, Inc. and Per Vaage attorney representing the Audino’s presented. Mr. Penn explained at the December meeting the Commission asked the applicant and his attorney to return with two (2) detailed proposals for the screened enclosure. Mr. Audino acted in accordance to the Commission’s request; he presented a shingled bump-out and screened lattice drawings. Mr. Penn stated the lattice maintains the integrity of the porch. Mr. Penn asked the applicant his preference; Mr. Audino answered

the lattice screening. Mr. Vaillancourt discussed constructing a quality lattice versus a cheaper manufacturer version. Ms. Ball suggested to the applicants to look at the lattice at the base of the porch on the Historic Society building. Ms. McQueeny asked that the porch railing stay in place where the proposed lattice will be installed. The commission was in consensus of the concept of lattice screening, but asked to see final details as referenced in the guidelines. Mr. Penn referenced the Historic District Commission, Procedures and Standards Guidebook, page 22, Lattice, which states “Lattice work should be framed in wood in wood to create “panels” and eliminate a monotonous surface (photo 4, 5, 18). Lattice will be approved on an individual basis. Lattice strips should be a minimum of 1 ½” wide, and the “open” space should not exceed 1 ½” x 1 ½”. Prefabricated lattice should be framed and banded”.

Mr. Penn made a motion, seconded by Ms. McQueeny, to continue the application to Tuesday, March 3, 2015 at 11:00am consisting of the sub-committee of William Penn, Martha Ball, and Mark Vaillancourt for AAP on the Block LLC, Plat 6, Lot 3-2 Poor People’s Pub Block Island Inc to review the final details based on the following findings of fact:

- The approval is for the concept of the lattice; and
- The request for final architectural details of a lattice enclosure of the walk-in cooler.

4 Ayes (Penn, Ball, McQueeny, and Vaillancourt)

0 Nays

3 Absent (Gilpin, Riordan, and Ballard)

**Ann Law. Plat 6, Lot 136.** Application by Ann Law for revisions to modify a previous approved three story additions, tier porches, including parking and landscaping area.

Geoffrey Rigby Leather, architect presented on behalf of the owner. Mr. Rigby explained this project has moved forward but with ups and downs. Ann Law has received preliminary determination from CRMC, approval from Zoning, a favorable advisory from the Planning Board, and approval from the Historic District Commission on August 13, 2013. Mr. Rigby Leather explained there has been some confusion with Zoning regarding the term “addition” versus “new construction” to the inn. The Inn is located in the Old Harbor Commercial (OHC) Zone; the inn is an existing structure with a proposal of an “addition”. Under the original HDC application the site plan presented showed a twenty-five (25’) foot side variance, therefore to address the “addition” under Zoning a ten (10’) foot side setback is required. Mr. Rigby Leather presented the new site plan showing a slight jog. With the removal of two (2) porches along with the changes as presented; the proposed building will be smaller than the previously approved HDC application. Mr. Rigby Leather explained the next step is to return to the Planning Board with a final site plan, tonight he is asking approval for siting and massing from HDC.

Mr. Penn made a motion, seconded by Ms. Ball, to approve siting and massing to Plat 6, Lot 136, Ann Law based on the following findings of fact:

- The approval is for siting and massing for the new addition subject to final drawings.

4 Ayes (Penn, Ball, McQueeny, and Vaillancourt)  
3 Absent (Gilpin, Riordan, and Ballard)

0 Nays

**ULBE LLC. Plat 6, Lot 138.** Application by Lorraine Cyr to replace windows.

Lorraine Cyr property owner for Surfside presented. Ms. Cyr explained she needs to replace the windows at Surfside due to the deterioration of the windows, broken glass panes, and glass panes missing. She wishes to eventually replace all the windows. The proposed vinyl clad windows will be double glass six (6) panes over six (6) panes. Mr. Penn referenced the Historic District Commission, Procedures and Standards Guidebook, page 15 (F) Windows, Window Materials, Vinyl and aluminum clad wood windows states: The muntins must be trapezoidal in shape to resemble a puttied true-divided light muntin. The depth of the muntin should be ½” or greater to cast a shadow line. The muntins must be permanently applied to the outside and inside; snap in muntins are not allowed. There should be a spacer bar between insulated panes of glass to make the muntin appear to be a true-divided light’. Ms. Ball asked the applicant if the replacement windows will be the same size as the existing, Ms. Cyr confirmed in the affirmative.

Mr. Penn made a motion, seconded by Ms. Ball, for replacement windows subject to Historic District Commission Procedures and Standards Guidebook as outlined on page 15, Vinyl and aluminum clad windows for ULBE LLC, Plat 6, Lot 138 based on the following findings of fact:

- This is a historic building in the historic district;
- The windows over time have deteriorated and the need is to replace the windows to bring up to code; and
- The approval is subject to the replacement windows as outlined on page 15 of the Historic District Commission Procedures and Standards Guidebook, Vinyl and aluminum clad windows.

4 Ayes (Penn, Ball, McQueeny, and Vaillancourt)  
3 Absent (Gilpin, Riordan, and Ballard)

0 Nays

### **New Business**

#### **Amendment to New Shoreham Zoning Ordinance, Regulating Flagpoles, Section 202 (Definitions) and Appendix C (Dimensional Regulations by Use District).**

The Commission received the Amendment to New Shoreham Zoning Ordinance, Regulating Flagpoles, Section 202 (Definitions) and Appendix C (Dimensional Regulations by Use District). No action was needed or taken.

**Discussion/Report from William Penn on the January 14, 2015 meeting with Planning Board re: Historic District Commission amendment to the New Shoreham Zoning Ordinance, Article 5, Section 504-Signs. This item was deferred to the next scheduled regular meeting.**

This item was deferred.

**Follow up/Report from William Penn on the January 21, 2015 meeting with the Town Council re: Sign Ordinance Enforcement.**

Mr. Penn attended the Town Council meeting on January 21, 2015 regarding the Sign Ordinance Enforcement. The Town Council will consider increasing the hours for the HDC clerk to address the sign ordinance enforcement through documented sign violations and notices sent to business and property owners.

**Discuss Building “Ocean Press” located on Chapel Street**

This item will be added to next month’s agenda.

**Election of Officers**

Ms. McQueeny made a motion, seconded by Mr. Vaillancourt to nominate William Penn as Chair of the Historic District Commission.

4 Ayes (Penn, Ball, McQueeny, and Vaillancourt)	0 Nays
3 Absent (Gilpin, Riordan, and Ballard)	

Ms. McQueeny made a motion, seconded by Mr. Vaillancourt to nominate Martha Ball as Vice-Chair of the Historic District Commission.

4 Ayes (Penn, Ball, McQueeny, and Vaillancourt)	0 Nays
3 Absent (Gilpin, Riordan, and Ballard)	

Ms. McQueeny made a motion, seconded by Mr. Vaillancourt to nominate Michael Ballard as Secretary of the Historic District Commission.

4 Ayes (Penn, Ball, McQueeny, and Vaillancourt)	0 Nays
3 Absent (Gilpin, Riordan, and Ballard)	

**Adjournment.**

Ms. McQueeny made a motion, seconded by Mr. Vaillancourt, to adjourn the meeting at 8:25pm.

4 Ayes (Ball, McQueeny, Penn, and Vaillancourt)	0 Nays
3 Absent (Gilpin, Ballard, and Riordan)	

Respectfully submitted,

Teressa L. Chmiel

Administrative Assistant Building & Land Use Department

Approved: March 17, 2015